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**Age Cymru Winter Celebration Grant Programme**

**Section A**

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| Contact person: Mr Mrs Ms Other Surname ­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First name ­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Day time tel. no: |  |
| Address for contact: |  |
| Contact email address: |  |
| Name of your older people’s group |  |
| Local authority area where your group meets |  |

1. Please describe your Winter Celebration. Include what the activity is, when and where it will take place and how it will be delivered/managed:

2. Please tell us why you want to have this Celebration.

3. We would like to know more about the older people who will benefit from the Celebration? For example, are you targeting people with particular needs or who will be particularly vulnerable in winter?

4. How many older people do you anticipate will benefit from your

 Winter Celebration? \_\_\_\_\_\_\_\_\_\_\_

5. Please give an itemised budget for spending your grant:

|  |  |
| --- | --- |
| **Item** | £ |
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| **Total grant applied for:** | £ |

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| --- | --- |
| **Total Winter Celebration cost** | £ |

6. If your total Winter Celebration cost is greater than the grant you are applying for, how do you propose to fund the difference and how certain is this?

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**Please ensure that this application is signed by the Chair or other officer of your organisation:**

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name *(please print)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section B: To be completed by all applicants**

Please note - Your answers to the following questions will not be taken into consideration in the allocation of grants:

Please read the following statement carefully and indicate your decision in the box below:

Unless you ask us not to, Age Cymru may mention your project in our national publicity – for example when we are announcing Grant Awards. This will be based on information supplied in your application. In the case of more extensive publicity, such as an article focusing on a single project, we will contact you before proceeding.

**If you do not want your project mentioned in our national publicity, please indicate below**

□ **No – I do not want you to mention my project details in national publicity**

**Checklist: Please ☑**

□ We have completed all the questions on the application form

□ The application sign off has been signed by the Chair or other officer

□ We have enclosed a copy of our latest Income and Expenditure Accounts

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On receiving a completed application, you will be sent an acknowledgement with a reference number. Outcomes of the Allocation Committee will be notified to all applicants within 7 days of the committee meeting. We will inform you in writing of the decision made. Age Cymru and/or its representatives reserve the right to have access on prior reasonable notice during normal business hours to the applicant’s information and documentation relating to this initiative.

Successful applicants are required to acknowledge receipt of the grant and the conditions attached to it **before** payment can be released. All successful applicants are required to submit a report on the project and expenditure of the grant. A template will be provided. The report may be used for next year’s winter campaign materials but also for fundraising purposes by Age Cymru.

**Winter Grants Timetable:**

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| --- | --- |
| Deadline for receipt of completed applications  | 19 November 2018 |
| Grant award allocation andapplicants informed of outcome in writing | w/c 26 November 2018 |
| Grant payments made | w/c 17 December 2018 |
| Project activities take place | November 2018 to 28 February 2019 |